

WILLOUGHBY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 8 September 2026

1. Record of Members Present

Councillors: M Beech (MB), G Ash (GA), R Honess (RH), M Lewis (ML), S Sheppard (SS)

Clerk: Joanne Jarman

2. To Receive Apologies and the Reasons for Such Absence

Cllr Dale Keeling

3. To receive Declarations of Personal or Pecuniary Interests

None.

4. Public Participation

To receive any questions or presentations from the public

(15 minutes will be allowed for this item)

One member of the public was present. No matters were raised.

5. To Approve the Minutes of the Parish Council Meeting held on 11 August 2026

Proposed by: Cllr Honess, Seconded by: Cllr Sheppard.

It was resolved that the minutes of the Parish Council meeting held on 11 August 2026 be approved.

6. To receive Progress Reports on Outstanding Items not covered later on the agenda

6.1 Hedges around the playing field – the contractor has confirmed that the hedges will be cut back once the nesting season is over, at a cost of £45 per hour.

6.2 Hedges at the junction of Longdown Lane and the A45 – WCC Highways confirmed they will cut back the hedges while waiting for the landowner to respond.

7. Planning Applications

7.1 None.

8. Highways, Street Lighting and Footpaths

8.1 To receive an update on the issues reported to WCC Highways

Footpath on A45 – WCC Highways has asked for the precise location of the accident. It was confirmed that it was by the inspection chamber on the footpath.

Sawbridge Road remains on WCC list of works.

9. Finance

9.1 To approve the following payments:

Payee	Service	Amount
Unity Trust	Bank charges	7.00
Greenstone Contracts	Mowing - August	784.33
Lloyds Bank	Card charge	3.00
Valda Energy	August electricity	52.64
J Jarman	Pay award arrears - April to August	48.41
PWLB	Half yearly payment	958.12
		£1,853.50

Proposed by: Cllr Beech, Seconded by: Cllr Lewis.

It was resolved the payments be approved.

9.2 To confirm the NJC pay award, new hourly rate and payment of arrears to the Clerk

The NJC pay award for 2026/27 has been agreed at 3.3% backdated to 1 April 2026. The hourly rate will be adjusted accordingly, and the arrears are included on the payment schedule for approval.

10. Church Clock

10.1 To receive an update on the second opinion and further quotes for the repairs to the church clock

The following quotes have been received from The Cumbria Clock Company:

- Dismantle, clean strike motor and gear box and reseal - £845 + VAT
- Workshop overhaul of time side movement and auto restart unit - £2,650 + VAT
- Replace the strike motor and switch work - £2,440 (If carried out with previous item - £4,270 – Smith of Derby - £4,555 + VAT)
- Annual Service - £240 + VAT (Smith of Derby - £257 + VAT)

Cllr Lewis noted that the oil leak has worsened slightly. The Clerk reported that there will be £1,500 in the clock fund by the end of this financial year.

A discussion took place on the need for the clock mechanism to be replaced and how it would be funded as the Parish Council does not have enough funds to do so. It was agreed that grant funding be looked into, the Rugby Borough Councillors Grant Scheme be considered, along with approaching the Willoughby Charities for funding for up to 50% of the cost.

Cllr Beech proposed that Smith of Derby be appointed to replace the whole clock mechanism once the necessary funds have been raised. All agreed.

The Parish Council accepted that the clock may cease to work for a period of time while the funds are raised.

Cllr Beech thanked Cllr Lewis for his work on ensuring the clock remains functional as it is an important asset to the village.

ACTION: grant funding to be researched – MB/ML/Clerk

ACTION: Smith of Derby to be asked to confirm how long the quote is valid for – Clerk

11. Village Pond and Drainage Ditch next to the village car park

11.1 To receive an update on the maintenance to the village pond and ditch

Cllr Beech reported that the Warwickshire Conservation Volunteers will begin work on the pond on 9 September and will continue with the rest of the work in October. Cllr Beech also reported that we were successful in our grant application and have received £300 from Cllr Keeling's share of the Warwickshire County Council Grant Fund.

11.2 To consider the quote for a new tether for the lifebelt

The tether only cost £6 so Cllr Honess acquired this as it was a health and safety concern and required immediate action.

Cllr Sheppard proposed that the cost be approved

Seconded by: Cllr Ash

It was resolved that the cost of £6 for the tether be approved.

12. Village Hall Grant

12.1 To consider the annual grant of £450 to the Village Hall

Proposed by: Cllr Ash, Seconded by: Cllr Beech.

It was resolved that the grant be approved.

13. Play Rangers

13.1 To receive a report on the Play Ranger sessions that took place over the summer

Cllr Lewis presented a report, the key points of which are as follows:

- Attendance was up by about 16% for children and 18% for adults on last year with between 20 and 24 children attending each session
- Equipment brought by the Play Rangers was generally better than last year and reflected the advertised themes
- The Play Rangers interacted well with the children and were more proactive than last year albeit there is scope for increasing the intervention
- Sessions were mainly attended by 3 to 10 years old children, with 75% being female
- Most children were locals

Cllr Lewis thanked Cllr Ash for standing in for him on one of the sessions.

Councillors discussed whether the Play Ranger sessions represented value for money and all agreed that they do.

Cllr Beech thanked Cllr Lewis for organising the sessions and for attending them. Cllr Lewis will send his report to RBC.

14. Correspondence

The Clerk reported that she and the Chair have received some spam emails recently; following advice from Parish Online, the Security and Compliance settings on the email system have been updated. The Clerk asked that councillors forward on any suspicious emails to her.

15. Councillors Reports

Cllr Lewis noted the increased speeding through the village.

Cllr Beech has messaged the owner of Gate Farm again about the shrubs blocking the view on to the A45 at the Woolscott Road junction.

Cllr Beech reported that the Government has paused the Local Government Reorganisation and it is now under review in many areas, including Warwickshire.

16. Items for the Next Agenda

Draft budgets

Risk Register

Data Protection Policy

Grand Union Canal Transfer Scheme presentation – this will be promoted via the Willoughby Monthly and to FLAG

17. Date of the Next Meeting

13 October 2026 at 7pm in the Village Hall.

The meeting closed at 7.56pm.

Chair

Date